Attachment A: INSTRUCTIONS

Environment and Natural Resources Trust Fund

M.L. 2018 Budget Spreadsheet

Project Title: Use the title from your proposal. Note: your project title may get adjusted to make it more clear or descriptive for the appropriation language that will be signed into law.

Legal Citation: Staff will update the legal citation upon work plan approval by the LCCMR following the MN Legislative Session.

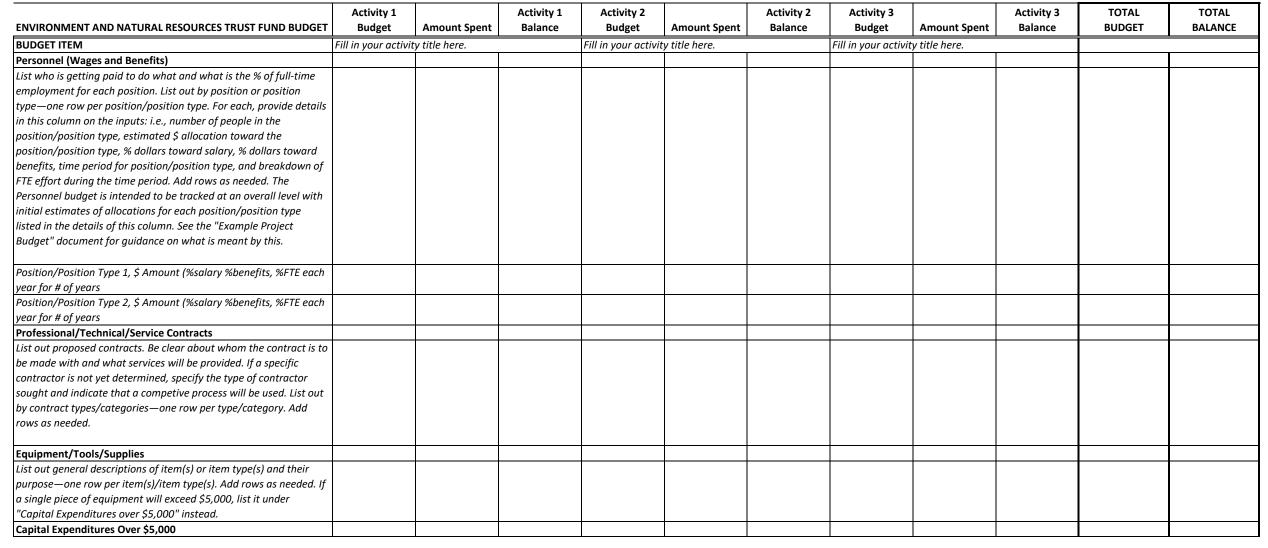
Project Manager: *Fill in your name.* **Organization:** *Fill in your organization.*

College/Department/Division: *Fill in your College/Department/Division.*

M.L. 2018 ENRTF Appropriation: \$ Fill in your appropriation amount (this is the amount recommended for funding by LCCMR)

Project Length and Completion Date: Fill in the expected date of project completion in the format: # Years, June 30, 201X

Today's Date: *Insert the current date.*





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List specific items - one row per item. Add rows as needed.							
Fee Title Acquisition							
Specify an estimated number of parcels and acreage and who will							
hold the title to the land(s) acquired.							
Easement Acquisition							
Specify an estimated number of parcels and acreage and who will							
hold the easement for the land(s) acquired.							
Professional Services for Acquisition							
List costs associated with fee title and easement acquisition							
transactions. Indicate expected number of transactions and							
average costs per transaction.							
Printing							
List types of printing costs anticipated.							
Travel expenses in Minnesota							
Specify purpose for and types of travel expenses and indicate							
estimated allocations toward each type of expense, e.g., mileage,							
lodging, meals. Per diems are not allowed.							
Other							
Describe the expense—one row per type/category. Add rows as							
needed. Be specific.							
COLUMN TOTAL			-				